

# Play worker in Charge



**Location:** KIDS Yorkshire (Hull)  
**Department:** Play and Leisure  
**Working dates:** Flexible hours to School holidays, daytime and occasional evening/weekend activities  
Possible further on going hours throughout the year

Are you looking for fun, flexible work that fits around your life? Want to work for an inspiring charity making a real difference to the lives of disabled children and young people?

As a Play Worker in Charge, you will be working directly with disabled children, or young people and their families, to support them with their needs. This is an opportunity to develop your skills in a rewarding role, and gain a strong sense of achievement.

Read further to find out about whether this role is right for you.  
For more information about KIDS please visit [www.kids.org.uk](http://www.kids.org.uk).

**Our vision is a world in which all disabled children and young people realise their aspirations.**

# What We Do



KIDS are a national charity, founded over 50 years ago, providing a wide range of support services to disabled children, young people and their families. We support children with any disability from birth to 25 years of age. We also offer our support to the whole family with the aim of giving disabled children a brighter future.

*“Your involvement with my family has meant huge practical help during a difficult time. I think the key thing is that KIDS does stuff with and for the whole family, not just the child. I am sure that yours is the kind of service that helps prevent family break up as a result of the strains that a child with a disability brings.”*

We cannot change a diagnosis and we cannot cure but we can, and we do, make a very real difference to the lives of families with a disabled child through high quality, practical and tailored services delivered by dedicated professional staff. KIDS provides over 120 different services and works with 80 local authorities throughout England. **In 2018-2019 we supported over 13,500 disabled children, young people and their families.**

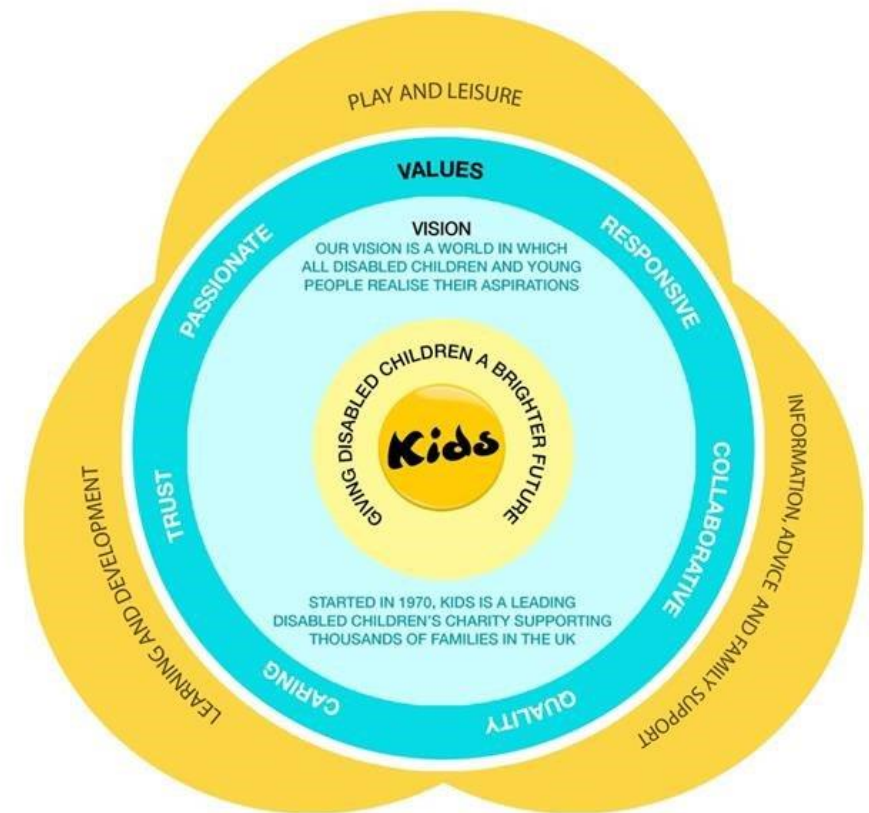
## ***Our values***

*We are passionate  
We are collaborative  
We believe in quality  
We are responsive  
We are caring  
We are trusted*

We are passionate about making a life-changing, positive difference to the lives of disabled children, young people and their families. Everything we do places the child at the centre of our support, our services then focus on providing care, which wraps around the child within their family.

To learn more about our corporate strategy, please visit  
<https://www.kids.org.uk/Pages/FAQs/Category/trustees>.

**Our values underpin the work that we do with children, young people, and families in three main areas of their lives — we call these our “circles of support”.**





# What You Can Expect



## Our services

KIDS was established in 1970 by John Mulcahy, a teacher who had become concerned about the development of a disabled child in one of his classes. Looking to improve communication with the child.

John turned to the child's mother for guidance. This sowed the seeds of working in partnership with parents and carers to enable disabled children and young people to develop their skills and abilities and to fulfil their potential, hopes and dreams.

KIDS are a charity which has pioneered a number of approaches and programmes for disabled children and young people. These include Home Learning (Portage), Parent Partnerships, Adventure Playgrounds and the inclusion of disabled children in mainstream educational settings.

KIDS has a rich history and vast experience of meeting the needs of disabled children and young people and families. Therefore, KIDS is well-placed to play a leading role supporting the development of policy affecting this important group in society.



## Our benefits

Here at KIDS we want you to know that you are valued, and that we are committed to your safety and wellbeing. Our benefits include:

- Access to KIDS Virtual College: our wide range of interactive e-learning training courses which carry CPD points
- Strong sense of achievement from meaningful work
- Generous holiday pay
- Work-life balance and flexibility in working

**'Being given the opportunity to make a positive impact on a young person's life' - Ollie, Assistant Practitioner**

# Safeguarding



**KIDS Safeguarding Board acts in an advisory capacity to monitor and continuously improve safeguarding practices throughout the organisation. To read our safeguarding policies, please click on the links below:**

[Safeguarding Children and Young People Policy](#)

[Safeguarding Vulnerable Adults Policy](#)

[Disclosure and Barring Service Policy](#)

KIDS are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All children and young people we work with must, at all times, feel safe.

As part of our commitment to safeguarding KIDS has a safeguarding board with representatives from all parts of the organisation. The board meets regularly to review policy and practice as well as to disseminate learning and good practice. KIDS have a designated safeguarding lead at director and at trustee level.

KIDS follow safer recruitment principles and all staff and volunteers working with children, young people or their families have DBS checks, regular supervision and also safeguarding training.

We work closely with families and co-operate fully with other agencies to take all reasonable steps to minimise the risks of harm to a child or young person's wellbeing. We recognise that whilst not all risks can be eliminated, we must operate in an atmosphere of safe uncertainty. This means that children and young people must feel secure and safe in the face of reasonable risks, but should never be knowingly or unknowingly put in a position of significant harm or abuse.

# Job Description



## Overall Purpose of Role

To coordinate the Summer Activities programme on and off site in collaboration with the Play and Leisure Coordinator and Playworkers to provide young people with disabilities/additional needs to access an exciting and challenging programme of activities in a safe and stimulating environment



## Key Relationships

- Young people, parents/carers
- Play & Leisure Senior Practitioner
- Play and Leisure Co-ordinator
- Staff team

## Working Context

- You will be required to work variable/ unsociable hours which may include evenings and weekends.
- Your role will be subject to an enhanced DBS check
- Play workers in Charge will be expected to support children in structures and free play activities enabling ALL children to participate in a safe yet stimulating and challenging play environment.
- To work flexibly as a member of the KIDS staff team.
- To be non-judgemental and provide a caring environment in which the service can be delivered.



# Key Responsibilities



- Play workers in Charge will be expected to support children in structures and free play activities enabling ALL children to participate in a safe yet stimulating and challenging play environment.
- To be responsible for the day to day running of the Summer Activity events whether on site or at an external venue and to be mindful of the Charter for Children's Play, and UN Convention on the rights of the Child and Health and Safety requirements
- To ensure the social, emotional, communication and physical needs of each young person is met in a manner that is sensitive to the religious, cultural, linguistic and ethnic origins of the individual.
- To support and empower young people to engage in activities
- To implement the use of a key worker system to ensure continuity of care and an in depth knowledge of the young person's profile enabling effective communication between the scheme and the family
- To provide appropriate and sensitive physical and personal care of children and young people with a range of disabilities including:
  - Feeding
  - Mobility
  - Personal Care
  - Dressing etc.
  - In line with *KIDS* intimate care policy.
- To use all their skills to communicate effectively with all children, minimising any difficulties arising from the young people's individual communication skills.
- To supervise children and young people with disabilities within the play environment:
  - In centres
  - On outings
  - On minibuses during excursions being especially vigilant regarding safety.
- To lead a group of Play workers in the effective delivery of activities whether at a fixed site or external venue. To maintain the play environment as a safe and stimulating place to enjoy activities including:
  - Maintenance of equipment and centre
  - Cleaning equipment and centre
  - Preparation of drinks and snacks

# Key Responsibilities



- Respecting and taking care of property belonging to **KIDS**
- Respecting and taking care of the personal property of children and young people.
- To undertake risk assessments and identifying resources required ensuring that the programme of activities is delivered efficiently
- To facilitate good teamwork, practice and communication for staff providing direction, support and supervision along with the coordinator if required, and identifying any individual or team needs.
- To make any overall day to day decisions that cannot be agreed by the whole team.
- To prepare written and verbal reports, as required, for the Play and Leisure Coordinator, for example detailing the effective running of the scheme, and to collate attendance registers etc. To ensure that all necessary paper work is completed such as site diaries, key working sheets, medical sign off sheets and personal care registers
- To manage a weekly budget and provide necessary receipts and documentation at the end of each week
- To develop a positive relationship with the young people and their parents/carers/significant others.
- To liaise in a sensitive manner with parents ensuring they are fully aware of everything which affects their child's involvement in the summer activities e.g. speaking briefly to parents when children are being handed over at the start and end of each session.
- To liaise as necessary with other professionals including community nurses linked to the schemes, any other partners, etc.
- To welcome visitors on site, for example, Funders and Inspectors when requested by the co-ordinator.
- To attend planning and supervision meetings with the Play and Leisure Co-ordinator.
- To liaise fully with the Co-ordinator keeping them fully informed of all aspects of the scheme – negative and positive
- To liaise fully with the Play and Leisure Co-ordinator if there are any changes or concerns regarding any changes with individual children. Likewise, all illnesses, accidents and ANY suspicion of unaccountable injuries MUST be reported to the Co-ordinator who will take responsibility for informing parents or instigating child protection procedures.
- To facilitate and participate in the evaluation of the service.
- To undertake other duties at the request of the Play and Leisure Co-ordinator or other senior managers, so far as they are compatible with the aims and level of responsibility of the post.



## Safeguarding Policies and Procedures

1. To be familiar with and fully comply with all KIDS policies and procedures including child protection, safeguarding, health and safety, confidentiality and partnership.
2. To work within the standards required by relevant regulatory bodies.
3. To ensure that the safeguarding and risk for each child or young person is reviewed regularly.
4. To safeguard the health, wellbeing and safety of the children and young people, and if any concerns arise, to immediately report any concerns in line with KIDS policies and procedures.

## Other Responsibilities

You are responsible for maintaining the confidentiality of materials from all systems both electronic and paper and you may not remove from the premises any hardware, software, files, photographs or data without written permission unless agreed by your Line Manager/ equivalent as part of the execution of your normal duties.

- Sharing the responsibility for ensuring that the organisation stays in touch and synchronised across the country.
- Ability to work in partnership with parents/carers.
- The ability to listen, reflect and communicate appropriately and effectively with service users and colleagues.
- Ability to work effectively within a team.
- Ability to be pro-active and use own initiative.
- Fun and open minded attitude to play.
- Ability to work under pressure
- Understanding of and commitment to equality of opportunity and diversity in practice and ability to apply this to practice.
- To work in a non-judgemental, patient and sensitive manner
- Good sense of humour
- Creative and enthusiastic

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# Person Specification



## Proven Ability

To be able to carry out this role it is essential that you have the following characteristics:

- Experience of working with children/young people with disabilities/additional needs
- Line managing/supporting staff
- Understanding of child protection issues
- Understanding of Health and Safety issues
- Awareness of legislation promoting social inclusion and the rights of disabled children
- Providing play opportunities for children and young people
- Ability to listen, reflect and communicate appropriately and effectively with service users and colleagues.
- Ability to work effectively within a team.
- Ability to work in partnership with parents/carers.
- Ability to be pro-active and use own initiative.
- Fun and open minded attitude to play.
- Ability to work under pressure.
- Patient personality.
- Understanding of and commitment to equality of opportunity and diversity in practice and ability to apply this to practice.
- To work in a non-judgemental, patient and sensitive manner
- Good sense of humour
- Creative and enthusiastic
- Reliable and punctual Minimum age 18 years. (due to the nature and responsibility of the post)
- Knowledge of the local area

## Essential Education/Qualifications

- Educated to GCSE level or NVQ level 2 as a minimum.

## Desirable criteria

To be able to carry out this role it is desirable that you have the following characteristics:

- Clean driving licence and access to own vehicle
- Interest in an active healthy lifestyle e.g. sports, gardening, cooking.
- Current first aid certificate.
- Relevant Childcare Qualification e.g. NVQ Level 3 or above.

**Thank you for choosing KIDS. We look forward to receiving your application.**